

STAFF VACANCY ANNOUNCEMENT

Region Diversity and Inclusion (D&I) Officer

Duties and Responsibilities:

- Serve as the subject matter expert and champion for D&I excellence
- Provide strategic planning and oversight for D&I in all areas
- Monitor diversity statistics and analyze data for trends. Advise the Region Commander on ways to improve the Inclusion climate within the Region
- Assist Wing D&I Officers in developing Wing diversity programs
- Serve as the subject matter expert to identify and implement D&I best practices in the Region
- Support the Region staff on developing and updating publications to encourage D&I and remove barriers to participation
- Effectively communicate and disseminate Diversity and Inclusion information to the members of Mid-Atlantic Region. This may include but is not limited to newsletters and social media postings that are relevant to Diversity and Inclusion topics.
- Regularly meet with the Wing Diversity and Inclusion Officers to share relevant information and best practices

Assignment Requirements

- Primary Duty Assignment – MAR HQ Staff (MAR-001)
- Position reports to: Region Vice Commander - North

Required Qualifications:

- Must be an experienced Senior member Officer or NCO with an understanding of the CAP organizational structure and operations at the Squadron, Wings and / or Region level

Preferred Qualifications:

- Professional and / or personal experience in developing organizational D&I or Equal Opportunity programs

Application and Selection Process:

- Submit via email a letter of intent and professional / CAP resume highlighting relevant experience to eeery@cap.gov and jcovel@cap.gov.
- Candidates will be interviewed by members of the MAR Command Staff and D&I Officers. Recommendations will be forwarded to the Region Commander.

Suspense Date: 30 SEP 2021